

STAT

1615.7
84-0028/27

16 MAR 1984

MEMORANDUM FOR: Chief, Safety Staff, DA

VIA: Associate Deputy Director for Administration

FROM:

Chief, New Building Project Office, OL

SUBJECT: Safety Staff Special Use Space

REFERENCE: Memo for C/NBPO through ADDA fm C/SS/DDA, dtd 15 Feb 84,
Subj: Safety Costs Associated with the New Building for the
1986 Program Call

1. The reference memorandum discusses a Safety Staff requirement for backfill space in the existing Headquarters Building to house a reference library, lecture area, word processing system, and laboratory facilities. The requirement involves approximately 2,700 square feet of space and \$500,000 in construction costs.

2. The late arrival of the requirement has prevented it from being included in the preparation of the 1986 Program and Budget Call to date, and NBPO reservations concerning the cost effectiveness of establishing the requested facilities make it necessary that we recommend against incorporating these special use spaces into the backfill design of the existing building for the foreseeable future.

3. It is our position that sufficient classrooms will be available in the Headquarters buildings to accommodate the Safety Staff's lecture needs and that it would be just as cost effective and more space efficient to have the required materials testing performed on a contract basis than it would be to establish a Government laboratory for the same purpose. We estimate that 300 square feet of space will be required to accommodate the Safety Staff's 288 linear foot reference library. It may be possible to provide this additional space; however, we recommend that the Safety Staff look into the possibility of furnishing their normal office space with work stations that include off-the-floor shelving. This approach would satisfy the need to have frequently required reference material readily at hand with little or no impact on floor space. The less frequently needed material should, as will be the case with the occasional references of other components, be placed in the Office of Central Reference Library.

OL 2033-84

SUBJECT: Safety Staff Special Use Space

4. Members of this office are available to discuss these issues further at your convenience.

STAT



cc: D/OL/DA

CONCUR:

*/s/ James H. McDonald **

20 MAR 1984

Associate Deputy Director for Administration

Date

STAT

OL/NBPO/  (16 Mar 84)

Distribution:

Orig - Adse

~~2~~ - ODDA

1 - D/OL

1 - OL/NBPO Official File

*I believe it beneficial if the Safety Staff and the new OL Division, HOME, were located next to each other. Books, drawings, reference material, equipment, and a host of other common support items could be shared.

/s/ Jim

Page Denied